

MILPITAS ETHICS PROGRAM CODE OF ETHICS COMPLAINT FORM

DIRECTIONS: Any person may file a formal complaint with the City Clerk alleging specific violations of the Milpitas *Code of Ethics* by members of the City Council, City Commissioners, and candidates for City Council. When you submit this form, you initiate the *Milpitas Ethics Complaint Process*, which is adjudicated by the City's Ethics Evaluation Panel. Please answer all questions on this form as completely as you can. Provide the Ethics Evaluation Panel with as much specific and relevant information as you can, using extra pages if necessary. This will help the Panel to make a fair and timely decision on this case. For important information about the process, please read the attached document, *An Introduction to the Milpitas Ethics Complaint Process.*

Name of Complainant*	
Street Address	
City/State/Zip	
Daytime Phone	
Nighttime Phone	
Email	
FAX (business hours)	
	o brings the complaint forward . Complaints must be signed by the complainant or o act on behalf of the complainant. Anonymous complaints are not accepted.
City Title (or "Candidate")	
Street Address	
Street Address City/State/Zip	
City/State/Zip	
City/State/Zip	
City/State/Zip Daytime Phone Nighttime Phone	

contact information you have available. If more space is needed to list additional complainants or respondents,

please attach additional sheets as necessary.

 Alleged Violations of the Code of Ethic 	1.	Alleged	Violations	of the	Code	of Ethics
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In the space below, please identify one of the six City Core Values (as listed on the bottom of this page) and the specific role-model behavior you believe the respondent violated. Role model behaviors for each value are listed in Column 1 of the *Behavioral Standards*. Include additional pages if necessary. To be valid, complaints must include at least one core value and one accompanying role-model behavior.

I believe the respondent named on the previous page has violated the following City Core Values and specific Role-Model Behaviors:

	City Core Value	Specific Role-Model Behavior Violated
	(example) Honesty	B: I keep my word and lead by example
Date o	of the incident	
Where	e did the incident take	place?
_	iption of Facts	
2000.		
OVIGE a s	specific description of the	facts constituting the alleged violation: What happened? Why do yo
lieve this	s constitutes a violation of	facts constituting the alleged violation: What happened? Why do yet the Code of Ethics? Add additional pages, if necessary.
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elieve this	s constitutes a violation of	facts constituting the alleged violation: What happened? Why do y factor the Code of Ethics? Add additional pages, if necessary.

5. Witnesses

Provide as much of the following information as possible about person(s) you believe may have information that would assist the Panel in its evaluation of this complaint. Leave this section blank if no one was present during the incident or has useful information.

Name of Witness 1	
Street Address	
City/State/Zip	
Daytime Phone	
Nighttime Phone	
Email	
FAX (business hours)	
Present during the incident?	□ Yes □ No
What will the Ethics Panel Learn?	
Witness agreed to participate?	
Name of Witness 2	
Street Address	
City/State/Zip	
Daytime Phone	
Nighttime Phone	
Email	
FAX (business hours)	
Present during the incident?	□ Yes □ No
What will we learn?	
Agreed to participate?	
ONESTY • RESPECT	FAIRNESS

	essession that relate to the allegations stated in this there are other records, not in your possession, sevaluation of this complaint.
7. Additional Information	
Provide any additional information that you of this complaint.	believe may assist the Ethics Panel in its evaluation
8. Related Complaints	
Have you made the same or similar allegat	tions to another agency or court? ☐ yes ☐ no
If yes, identify the agency or court and atta of the allegations submitted to that agency	ach a copy of any complaint or other written description or court.
9. Verification	
I certify under penalty of perjury under the statements are true and correct.	laws of the State of California that the above
	At:
Executed:	
Executed: (Date) By:	(City and State)